



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

JANUARY 04, 2021

6:00 P.M.

A. COUNCIL REORGANIZATION

1. COUNCIL ELECTION OF MAYOR – *Presided over by Town Attorney Ed Bearor, (or designee) in accordance with Section 204 of Hampden Town Charter.*
2. ELECTION OF DEPUTY MAYOR – *Presided over by the newly elected Mayor, in accordance with Section 204 of the Hampden Town Charter.*

B. CONSENT AGENDA

1. SIGNATURES
2. COUNCIL MINUTES
 - a. 12/7/2020 Council Meeting
3. COMMUNICATIONS
 - a. Victualer's License Renewal – Pat's Pizza
4. COMMITTEE MINUTES

C. PUBLIC COMMENTS

D. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS
2. PUBLIC HEARINGS
3. NOMINATIONS – APPOINTMENTS – ELECTIONS

E. COMMITTEE REPORTS

F. UNFINISHED BUSINESS

G. NEW BUSINESS

- a. Council approval of a renewal Liquor License for Pat's Pizza.
- b. Council award of contract for Dry Hydrant.
- c. Council referral to public hearing proposed Sub-Division Ordinance.
- d. Council referral to public hearing proposed amendments to the Town of Hampden General Assistance Ordinance – *as prepared by the Office for Family Independence, State of Maine DHHS.*

Note: Council will take a five-minute recess at 8:00 p.m.

MONDAY

JANUARY 04, 2021

6:00 P.M.

AGENDA

- I. MANAGER'S REPORT
- J COUNCILOR'S COMMENTS
- K. EXECUTIVE SESSION – Pursuant to 1 M.R.S.A. Section 405 (6)(A) – Personnel Matters
- to include the Town Manager.
- L. ADJOURNMENT

Note: Council will take a five-minute recess at 8:00 p.m.

FOR THOSE THAT WISH TO PARTICIPATE IN THE
REMOTE HAMPDEN TOWN COUNCIL MEETING
ON JANUARY 4, 2021, AT 6:00 PM YOU MAY
PHONE IN USING THE FOLLOWING NUMBER
(FOLLOWED BY THE PIN #)

1-661-772-9078 PIN 556 573 163#

OR-

FROM A LAPTOP OR A DESKTOP, YOU MAY GO
TO THIS URL: [https://meet.google.com/
zus-hfwb-nta?hs=122&authuser=0](https://meet.google.com/zus-hfwb-nta?hs=122&authuser=0) AND JOIN
US THAT WAY

INSTRUCTIONS ARE POSTED WITH THE AGENDA
AND SEPARATELY ON THE TOWN CALENDAR AT
WWW.HAMPDENMAINE.GOV

Using Google Meet to Participate in Hampden Town Council Remote Meetings

How to join:

1. Town Council members will receive an email or a Google Calendar Invite with a link to join the meeting.
2. People interested in joining will need to go to the link posted on the town events calendar at www.hampdenmaine.gov.
3. Anyone can also join for audio-only participation by calling the number provided on the town events calendar and then entering the PIN provided followed by the # symbol.

Protocols for Remote Meetings:

1. Log in or call in at least 5 minutes before scheduled start of meeting.
2. For the audio portion, use either your phone or your computer microphone, not both.
3. Mute your phone or computer mic unless speaking. Remember to un-mute if you want to speak. To mute or unmute in Google Meet, click on the little microphone icon at the bottom of the screen; note you may need to move your mouse pointer around the bottom of your screen to get the bottom bar to appear.
4. Speak up if using a computer microphone or if using the speaker function on your telephone.
5. Do not rustle papers in front of your mic unless it's muted. Please minimize background noise.
6. If you're referring to a document, identify it including page or sheet number.
7. If using the video function, have a light source in front of you if possible. Try to avoid backlighting.
8. If you want to look good, have your camera mounted at eye level or above. Look at yourself on screen to check the lighting, camera position, what's in the background, etc. In Google Meet, you can do this "video check" when you open the program before you join the meeting.
9. If you are participating by audio only, identify yourself when speaking.
10. ALL votes will be by roll call.
11. After the meeting is adjourned, click on the red phone icon on the bottom bar to leave the meeting, or (obviously) just hang up the phone if that is how you are participating.

For detailed instructions on using Google Meet, please refer to their website:

support.google.com/a/users/answer/9282720?hl=en



HAMPDEN TOWN COUNCIL
HAMPDEN MUNICIPAL BUILDING
MINUTES

B-2-a

MONDAY

DECEMBER 07, 2020

6:00 P.M.

In Attendance:

Mayor Ryder
Councilor Jarvi
Councilor McAvoy
Councilor McPike
Councilor Marble – Remotely
Councilor Wilde
Councilor Wright

Paula Scott, Town Manager
Gayle C. Decker, Town Clerk
Amy Ryder, Economic Development Director
Shelley Abbott, Recreation Director

Mayor Ryder called the meeting to order at 6:00 p.m

A. PLEDGE OF ALLEGIANCE

Mayor Ryder led the Pledge of Allegiance.

B. APPROVAL OF AGENDA

Motion: Councilor Jarvi moved to approve the agenda with the addition of New Business item d. Canceling December 21st Town Council Meeting and item e. Game of Chance License for the VFW, seconded by Councilor McAvoy. Vote 6-0

Resolution: 2020 - 224

C. CONSENT AGENDA

1. SIGNATURES

2. COUNCIL MINUTES

- a. 10/05/2020 Council Meeting
- b. 10/13/2020 Council Workshop Meeting
- c. 10/19/2020 Council Meeting
- d. 11/09/2020 Council Workshop Meeting
- e. 11/16/2020 Council Meeting
- f. 11/30/2020 Council Workshop Meeting

3. COMMUNICATIONS

- a. Renewal Victualer's License – Angelo's
- b. Renewal Victualer's License - Subway

4. COMMITTEE MINUTES

D. PUBLIC COMMENTS

Note: Council will take a five-minute recess at 8:00 p.m.

MONDAY

DECEMBER 07, 2020

6:00 P.M.

MINUTES

E. POLICY AGENDA

1. NEWS, PRESENTATIONS & AWARDS

After coming out of public hearing on Proposed Amendment to Marijuana Ordinance Deputy Mayor Jarvi asked Mayor Ryder to please yield the floor. Deputy Mayor Jarvi, presented special gifts to each of the outgoing Council members, for appreciation of the dedication to the citizens of Hampden, through their service on Town Council. A clock box with the Council members name and year of service engraved on it. Councilor McAvoy, Councilor Wilde and Councilor Ryder were present to accept and Councilor Marble, who was participating remotely, will receive his later.

2. PUBLIC HEARINGS

a. Consideration of Proposed Solar Ordinance.

Motion: Councilor Wright moved to open public hearing, seconded by Councilor McPike. Vote 6-0

Resolution: 2020 - 225

Amy Ryder, Economic Development Director and Town Manager Scott spoke on Solar Ordinance and addressed questions.

Motion: Councilor Wilde made a motion to close the public hearing, seconded by Councilor Jarvi. Vote 7-0

Resolution: 2020 – 226

Motion: Councilor Jarvi made a motion to approve the proposed Solar Energy Ordinance as written, seconded by Councilor McPike, Councilor Jarvi amended his motion to include Medium Scale in Line 6.b) in the line reading In addition to the standards in Section 1. Vote 6 –1

Resolution: 2020 – 227

b. Consideration of Proposed Amendment to the Hampden Fees Ordinance to add fees for Solar Ordinance.

Motion: Councilor McPike moved to open public hearing for consideration of Proposed Amendment to the Hampden Fees Ordinance to add fees for Solar Ordinance, seconded by Councilor Jarvi. Vote 7-0

Resolution: 2020 - 228

Motion: Councilor McPike moved to close public hearing, seconded by Councilor Wright. Vote 7-0

Resolution: 2020 – 229

Note: Council will take a five-minute recess at 8:00 p.m.

MONDAY

DECEMBER 07, 2020

6:00 P.M.

MINUTES

Motion: Councilor McPike made a motion to accept the Hampden Fees Ordinance for the Solar Ordinance, seconded by Councilor Wright. Vote 7 – 0

Resolution: 2020 – 230

c. Consideration of Proposed Amendment to the Marijuana Ordinance.

Motion: Councilor Wright moved to open the public hearing on the Proposed Amendment to the Marijuana Ordinance, seconded. Vote 7-0

Resolution: 2020 - 231

Motion: Councilor McPike moved to close public hearing, seconded by Councilor McAvoy. Vote 7-0

Resolution: 2020 – 232

Motion: Councilor Wright moved that Council accept the amendments to the Marijuana Ordinance as written, seconded by Councilor Jarvi. Vote 7–0

Resolution: 2020 – 233

3. NOMINATIONS – APPOINTMENTS – ELECTIONS

a. Council confirmation of the Town Manager's appointment of Amanda Day as the Motor Vehicle Agent for the Town of Hampden.

Motion: Councilor Jarvi moved Council confirm the Town Manager's appointment of Amanda Day as the motor vehicle agent for the Town of Hampden, seconded by Councilor Wright. Vote 7-0

Resolution: 2020 - 234

F. COMMITTEE REPORTS

G. UNFINISHED BUSINESS

H. NEW BUSINESS

a. Council Action on Town of Hampden Recreation Department Recreation Plan.

Shelley Abbott, Recreation Director addressed the Council on the Recreation Plan.

Motion: Councilor McPike so moved to accept the Town of Hampden Recreation Department Recreation Plan, seconded by Councilor Wright. Vote 7-0

Resolution: 2020 - 235

Note: Council will take a five-minute recess at 8:00 p.m.

MONDAY

DECEMBER 07, 2020

6:00 P.M.

MINUTES

b. Council action on MDOT Overlimit Permit for Construction.

Town Manager Scott spoke stating that it is standard permission that must be signed by the Municipal Officials to allow the DOT or their Contractors to go over town roads that may be posted for weight limits and it's kind of a blanket approval because they don't at this time know who the contractors are going to be.

Motion: Councilor Jarvi moved Council approve the Maine Department of Transportation Overlimit Permit for Construction as written, seconded by Councilor Wilde. Vote 7-0

Resolution: 2020 - 236

c. Request Council authorization to take \$63,900.00 from fund balance to balance General Ledger Account 1-400-02 (Route 202 waterline for FY20).

Town Manager Scott spoke on the request.

Motion: After discussion Councilor Jarvi moved Council authorize transferring \$63,900.00 from the fund balance to the General Ledger Account 1-400-02, seconded by Councilor Wilde. Vote 7-0

Resolution: 2020 - 237

d. Consideration of canceling December 21st Town Council Meeting.

Motion: Councilor Jarvi moved to cancel the December 21st Town Council Meeting, seconded by Councilor McAvoy. Vote 7-0

Resolution: 2020 – 238

e. Consideration of the Game of Chance License for the VFW.

Motion: Councilor Wright made a motion to approve the Game of Chance License for the VFW, seconded by Councilor McAvoy. Vote 7-0

Resolution: 2020 - 239

I. MANAGER'S REPORT

Attached exhibit A

J. COUNCILOR'S COMMENTS

Councilor Marble – Goodnight.

Councilor McAvoy - I'm not going to be around to remind you to shop local and buy American anymore. But, please, you know, keep that in mind. And I got to tell you, this has been one of the most exciting and exasperating experiences that I've ever encountered in my life, especially voluntarily, but it's just been an incredible honor, you know, for the people that voted for me, to allow me to be here for six years, no less, so thank you very much. I really appreciate it.

Note: Council will take a five-minute recess at 8:00 p.m.

Councilor Wright – Terry I'll fly your flag, I'll remind people to shop local and buy American on occasion, just in your honor. I think it is an important message that people should be reminded of. Thank you all, for the councilor's outgoing, Dave, Steve, Dennis. Thank you very much all of you for an interesting term and for the back and forth that has been enlightening at times and aggravating at others. But, that is public service and it is appreciated, and it is not for everyone. However, that said, everyone should be involved in their town and I want to wish everybody happy Holiday's, since this is our last meeting and shop local and buy American.

Councilor Wilde – Hampden residents I want to say thank you. You allowed me to serve you for six years and I opted not to run again for personal reasons. I'm just getting too busy to undertake all of it with the due diligence that it really, really should have, but I want to say thank you again. Thank you for the Councilors. It has been an up and down ride, and we haven't always agreed on everything, but I think that all of us have brought something very valuable to the table over the last six years. I do appreciate the engaged conversations we've had. Hampden have a Merry Christmas and a very Happy New Year. Stay safe. Even though I do not wear a mask on every occasion, when breathing gets difficult for me, keep in mind when you get out into public and you're close to people, the mask does allegedly help a little bit, with anything else that we are doing. So, be safe. We'll see you in 2021.

Councilor Jarvi – Mr. Mayor, I would be remiss if I didn't extend a special thanks to the four outgoing Councilor's. Councilor McAvoy, I may not have always agreed with your process, but I will never ever question your passion for ensuring the best interest of our citizens. Councilor Wilde you taught me how to juggle multiple priorities to serve our community and I really appreciate that. Councilor Marble, I wish you were here because your cerebral articulate approach to Council business was unmatched. Mayor Ryder you brought a history to this Council that I don't think any of us really can appreciate and you're going to be sorely missed. Goodnight Hampden and Merry Christmas.

Councilor Ryder – Thank you. I guess I won't go on too long, I've already given my speech, but I just want to say, I think this point in time we have some great people on staff. I feel pretty confident that Hampden is in a good place, we're going to be headed in a good direction if we can ever get through this COVID thing so things aren't so chaotic. It will make life a lot easier for a lot of our staff. It's been a good time and everybody have a great holiday. Enjoy your family and goodnight Hampden.

K. EXECUTIVE SESSION – Pursuant to 1 M.R.S.A. Section 405 (6)(A) – Personnel Matters
- to include the Town Manager.

Motion: Councilor McPike moved to go into executive session pursuant to 1 M.R.S.A. section 405 (6)(A) personnel matters to include the Town Manager, seconded by Councilor Wright. Vote by roll call 7-0.

Resolution: 2020 – 240

Executive session entered at 6:58 p.m.

Note: Council will take a five-minute recess at 8:00 p.m.

MONDAY

DECEMBER 07, 2020

6:00 P.M.

MINUTES

L. ADJOURNMENT

Meeting adjourned at the conclusion of Executive Session

*Respectfully Submitted,
Gayle C. Decker /s/
Town Clerk*

Note: Council will take a five-minute recess at 8:00 p.m.



Memorandum

TO: Town Council
 FROM: Paula Scott, Town Manager
 DATE: December 7, 2020
 RE: Manager's Report

-
- On November 10th, the Department of Public Works used the new jet truck and pumped down the wet well at the pump station on Harold Bouchard Way. Our third party inspector, Greg Nash, along with Deputy Director Helms met with Nate Gustafson, CES Engineer for MRC to complete the inspection. Everything looked great and the lock out tag out was completed. The manual was completed and in addition to the copy we retain in public works, a copy was sent to the City of Bangor as they are the inspectors of all our pump stations. On Thursday of this week, myself, Ralph and Victor will be meeting with representatives at the treatment plant to discuss adding this station to our contractual maintenance agreement.
 - An item that has been in the works for a while now is the work on the dry hydrant at Dunton Circle. After permission was granted by the property owner, the legal work was completed for the access easement for the turn-around for fire trucks. Additionally, depth testing was completed as well as design work on outlet features within the pond itself. It was originally created for a storm water facility for the development and caution needed to be taken that there would be no disturbance of that use. The RFP was advertised on Friday, November 30th and we have had two potential bidders request information and site review.
 - Although as of the week of November 10th, the highway portion of the Route 1A project was at 80% completion, and the bridge portion at 78% completion, recent issues with some of the sewer infrastructure pressure testing have caused some delays. Bridge work was scheduled for this past Saturday, the 5th and pre-deck placement on the bridge was scheduled for today. As of the last progress meeting, completion is not anticipated until the end of this month.
 - I submitted a small FEMA grant application on November 30th for reimbursement of expenses related to covid. This was for the time period beginning after the expenses previously claimed on our last grant we received for approximately \$11,000. Unfortunately, the FEMA grant is designed for emergency services reimbursement and not for other municipal services. Even though every department within the Town had to purchase sanitizer, and personal protective equipment, install plexiglass barriers, etc., according to Federal guidelines, those items are just considered an increased cost of doing business, so I was not able to recoup those funds. I was only able to recoup items purchased by public safety as well as some overtime costs, which in total came to \$6,561.86. Had I been able to submit for all departments the amount would have easily been twice

that. Still, between the very first grant we received in the amount of roughly \$6,000 and the two I just spoke about, it is about \$24,000 in reimbursed funds back to Hampden.

- I just want to remind Council as well as the public that as a town we are still reacting to covid concerns with regard to putting protocols in place for the upcoming winter. The number system at the Town Office seems to be working fairly well – it's been a matter of adjusting to the new process. I would like to remind everyone that we do offer on-line services for several transaction items. I also want to let the public know that we, along with area towns, have talked about an informal process by which, in the event of an outbreak in one of our respective departments that shuts down the crew for a time period, and if there is a major storm event during such time, each town has committed by way of a gentleman's agreement to send a truck to the community affected for the purpose of opening up the main routes. Additionally, DPW Director Smith and I have discussed advertising for back up on-call drivers and the Deputy Director has reached out to local contractors to inquire about on-call services if needed. I assure you that Public Works is following all safety protocols but as we all are aware, exposure could happen outside of the jobsite. I am asking in advance for the public's patience and continued cooperation.
- Finally, it is with regret that we must say farewell to Councilors McAvoy, Wilde, Marble and Mayor Ryder whose terms are complete at the end of this meeting. It has been a pleasure working with them as we have collectively worked for the benefit of the Town of Hampden. I wish them all the best of luck in their future endeavors.

B-3-a

Town of Hampden
106 Western Avenue
Hampden, Maine 04444



Phone: (207) 862-3034
Fax: (207) 862-5067
email: info@hampdenmaine.gov

December 9, 2020

Mark & Tina Carroll
Pat's Pizza
662 Main Rd North
Hampden, ME 04444

RE: Victualer's license

Dear Mark & Tina:

Your application for your Victualer's License has been approved. Accordingly, I am enclosing the license, which under Section 5.A of the Town of Hampden Victualer's Ordinance, must be displayed in a place within the establishment where it can be readily viewed by any member of the public.

Please call if you have any questions.

Sincerely,

Gayle C. Decker
Town Clerk

VICTUALER'S LICENSE CERTIFICATE

No. 2020-19

MUNICIPALITY OF HAMPDEN, MAINE

To all whom these presents may concern: Date: December 9, 2020

KNOW YE, that Mark & Tina Carroll

doing business as Pat's Pizza has

been duly licensed as a Victualer at 662 Main Rd N in

the Municipality of Hampden by said Municipality until December 9, 2021,

and has paid to the Municipal Treasurer the fee of \$ 100.00.



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

G-a

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Section I: Licensee/Applicant(s) Information; Type of License and Status

| Division Use Only | |
|---|-----|
| License No: | |
| Class: | By: |
| Deposit Date: | |
| Amt. Deposited: | |
| Payment Type: | |
| OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/> | |

| | |
|---|---|
| Legal Business Entity Applicant Name (corporation, LLC): <u>Carroll Crew, LLC</u> | Business Name (D/B/A): <u>Pato Pizza Hampden</u> |
| Individual or Sole Proprietor Applicant Name(s): <u>Tina Carroll</u> | Physical Location: <u>1002 Main Rd N</u> |
| Individual or Sole Proprietor Applicant Name(s): <u>Mark Carroll</u> | Mailing address, if different: <u>Hampden, ME 04444</u> |
| Mailing address, if different from DBA address: <u>04418</u> <u>209 Lower River Rd Greenbush, ME</u> | Email Address: <u>Patspizzafamily@gmail.com</u> |
| Telephone # Fax #: <u>207 570 6375 Tina's Cell</u> | Business Telephone # Fax #: <u>207 947 6488</u> <u>207 942 7233</u> |
| Federal Tax Identification Number: <u>261408441</u> | Maine Seller Certificate # or Sales Tax #: <u>R271095</u> |
| Retail Beverage Alcohol Dealers Permit: <u>RES-2020-12366</u> | Website address: <u>patspizzahampden.com</u> |

1. New license or renewal of existing license? ☐ New Expected Start date: _____
 ☒ Renewal Expiration Date: 1.5.2021

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
 Food: 1,176,730.40 Beer, Wine or Spirits: 4,900⁰⁰ Guest Rooms: _____
 Approx

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

☒ Malt Liquor (beer) ☒ Wine ☐ Spirits

4. Indicate the type of license applying for: (choose only one)

- ☒ Restaurant (Class I, II, III, IV) ☐ Class A Restaurant/Lounge (Class XI) ☐ Class A Lounge (Class X)
- ☐ Hotel (Class I, II, III, IV) ☐ Hotel – Food Optional (Class I-A) ☐ Bed & Breakfast (Class V)
- ☐ Golf Course (included optional licenses, please check if apply) (Class I, II, III, IV) ☐ Auxiliary ☐ Mobile Cart
- ☐ Tavern (Class IV) ☒ Other: _____
- ☐ Qualified Caterer ☐ Self-Sponsored Events (Qualified Caterers Only)

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

209 Lower River Rd Greenbush, ME

6. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No
7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If **Yes**, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☐ Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

| Name of Business | License Number | Complete Physical Address |
|------------------|----------------|---------------------------|
| | | |
| | | |

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

| Full Name | DOB | Place of Birth |
|-----------------------|-----------|-----------------|
| Tina Carroll (Martel) | 1.31.67 | New Britain, CT |
| Mark Carroll | 8.18.61 | Bangor, ME |
| Austin Carroll | 8.18.94 | Bangor, ME |
| Michael Lamson Jr. | 7.13.1982 | Natchitoches LA |

Residence address on all the above for previous 5 years

| | |
|-------------------|--|
| Name | Address: |
| Tina Carroll | 209 Lower River Rd Greenbush, ME 04418 |
| Name | Address: |
| Mark Carroll | Same as above |
| Name | Address: |
| Austin Carroll | Same as above |
| Name | Address: |
| Michael Lamson Jr | 245 Day Rd Brewer, ME 04412 |

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

17. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: _____

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Family Style, Pizza/Subs, table service & takeout.
No Bar

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Beal College

Distance: 1.1 miles

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 12.8.2020

Tina M Carroll
Signature of Duly Authorized Person

Mark W Carroll
Signature of Duly Authorized Person

Tina M Carroll
Printed Name Duly Authorized Person

Mark W Carroll
Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

| Signature of Officials | Printed Name and Title |
|------------------------|------------------------|
| | |
| | |
| | |
| | |
| | |

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

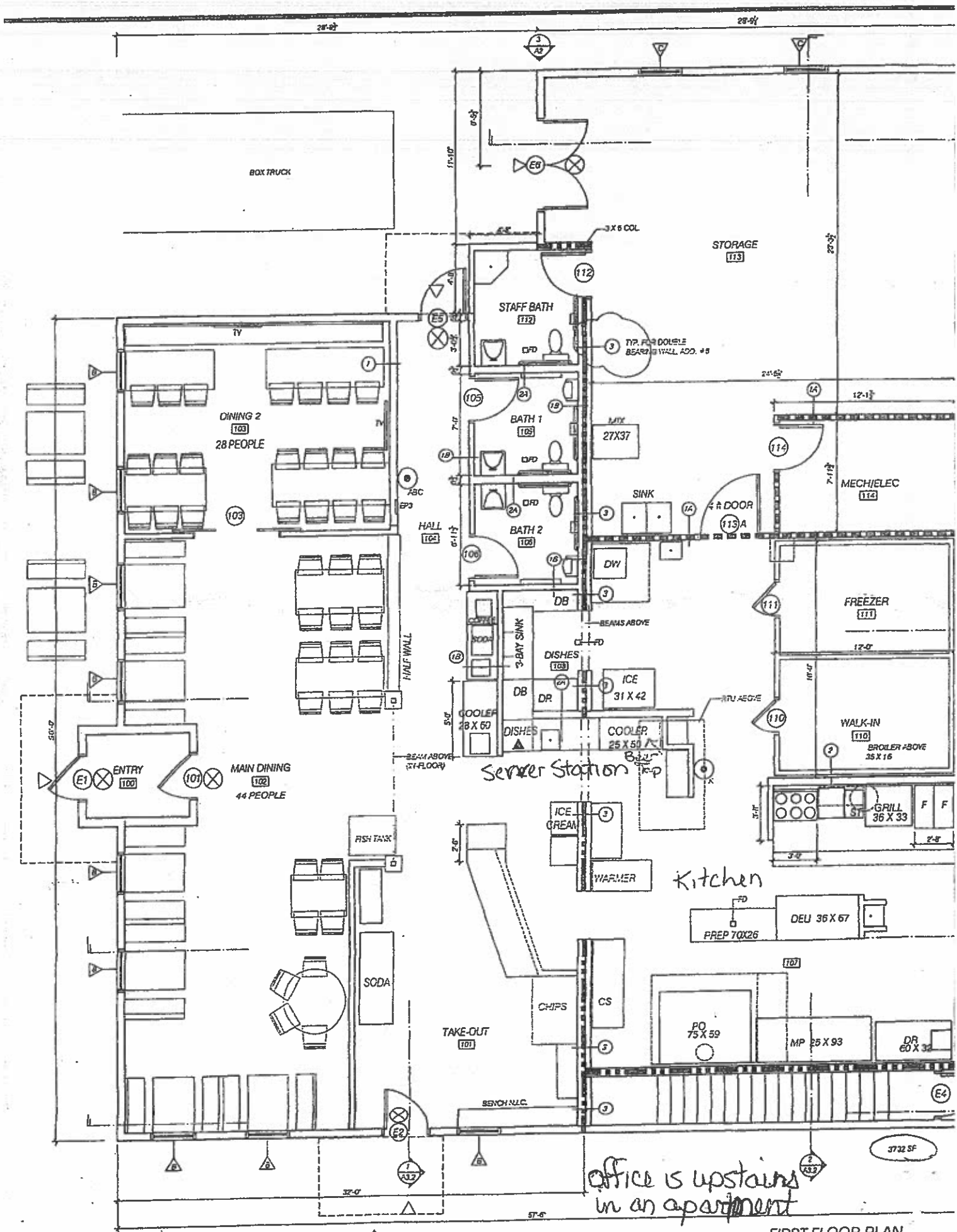
| Class of License | Type of liquor/Establishments included | Fee |
|-------------------------|--|------------|
| Class I | For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers | \$ 900.00 |
| Class I-A | For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day. | \$1,100.00 |
| Class II | For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels. | \$ 550.00 |
| Class III | For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts. | \$ 220.00 |
| Class IV | For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts. | \$ 220.00 |
| Class III and IV | For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts. | \$ 440.00 |
| Class V | For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges. | \$ 495.00 |
| Class X | For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge | \$2,200.00 |
| Class XI | For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge | \$1,500.00 |

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

See Attachment



FIRST FLOOR PLAN

Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Carroll Crew, LLC
2. Doing Business As, if any: Pat's Pizza Hampden
3. Date of filing with Secretary of State: 11/2007 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

| Name | Address (5 Years) | Date of Birth | Title | Percentage of Ownership |
|--------------------|-------------------------------------|---------------|-----------------|-------------------------|
| Tina Marie Carroll | 209 Lower River Rd Greenbush, ME | 1.31.67 | Managing Member | 50 |
| Mark Wayne Carroll | 209 Lower River Rd Greenbush, ME | 8.18.61 | Member | 50 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(Ownership in non-publicly traded companies must add up to 100%.)



Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: December 22, 2020
RE: Dunton Circle Dry Hydrant bid

As previously mentioned in a manager's report, work on installation dry hydrants in the rural district has been quietly moving along behind the scenes. Although we had originally identified three possible sites, one property owner (and the favored location) declined use of their pond, and two others were still on the table for possible use. We started with Dunton Circle, and Chief Bailey and former Councilor Ryder (who knew the owners) spoke to the property owner to inquire about the feasibility of installing a dry hydrant and a fire truck turn-around at that location. Once the permission was obtained, I reached out to legal to have the access deed prepared and our engineer began work on the design.

Although at first glance, one would think it is a relatively easy task, it is not as easy as sticking a pipe in a pond. It has to actually be engineered. There are many factors that come into play to make sure the location is capable of producing 1,000 gpm including altitude, lift, pipe length and diameter, velocity, summer drought conditions and winter ice conditions to name a few. In addition to normal criterion, in the case of Dunton Circle, our engineer believed, and confirmed it when we produced the Dunton Circle development plans, that the pond was originally intended to be a storm water pond. Because of that, care had to be made to not interrupt that use.

Once the engineering was complete, the specs and request for proposals were put out to bid with an opening on December 14th. The RFP requested a completion date for the end of January, with an alternate date for mid-June. The original date was chosen because contractors were beginning to go into the slow time; however, with the mild temps we had been experiencing, one might have had opportunity to go in and bang out the job in a couple of days with no other work on the table. The mid-June date was chosen in the event that a contractor might want the job but not desire to do it this time of year.

We received two bids, as indicated on the bid tabulation form. Both contractors had made contact with both our DPW Director and our engineer to ask questions and clarify points within the RFP. Only one of them, the apparent low bidder, made arrangements to look at the site. Because of the vast disparity in the bids, I vetted this with the engineer, Scott Braley, because if it is an unreasonable or unobtainable bid, going with the low bid would not be in our best interest. He confirmed that the bid from Wellman was within an accurate range for this size project and that if the second bidder had not looked at the job, he was putting numbers to it by guesswork. Based upon the information from Mr. Braley, and our DPW Director's concurrence, I recommend awarding the bid to Wellman Paving for the alternate bid in the amount of \$8,500.

BID Tab
Dunton Circle Dry Hydrant
Town of Hampden

| Bid Item | BIDDER | |
|---------------------------|--------------------------------|-----------------------------|
| | Wellman Paving, Inc | Ford Enterprises |
| Dry Hydrant | \$6,500.00 | \$38,400.00 |
| Parking Spot | <u>\$4,000.00</u> | <u>\$7,400.00</u> |
| Total Bid | \$10,500.00 | \$45,800.00 |
| Bid Alternate #1 | | |
| Dry Hydrant | \$5,000.00 | \$34,400.00 |
| Parking Spot | <u>\$3,500.00</u> | <u>\$6,400.00</u> |
| Total Bid Alternate #1 | \$8,500.00 | \$40,800.00 |

G-d



Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: December 15, 2020
RE: General Assistance Ordinance amendments

The new appendices for the Town of Hampden General Assistance Ordinance are following this memo, which includes the new proposed maximums. This is a standard update that occurs every October, but it fell off the radar this past October. Although we have our own Ordinance, we have always adopted the State of Maine's proposed maximums; therefore, we have not been in violation by operating without the ordinance update. The reason we have to have an ordinance even when it is governed by State law is because Town's are allowed to set their own maximums as long as they are more and don't fall *below* the Department's numbers. It is the recommendation of the General Assistance Director to adopt the State numbers provided.

TOWN OF HAMPDEN

The Town of Hampden Hereby Ordains
Proposed amendments to the General Assistance Ordinance

Deletions are ~~Strikethrough~~ Additions Double Underlined

CERTIFIED BY:

Town Clerk

Date

Town Clerk
Affix Seal

2019-2020 GA Overall Maximums

Metropolitan Areas

| COUNTY | Persons in Household | | | | |
|---|----------------------|-------|-------|-------|-------|
| | 1 | 2 | 3 | 4 | 5* |
| Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie | 759 | 862 | 1,096 | 1,373 | 1,924 |
| Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebue | 865 | 909 | 1,176 | 1,634 | 1,866 |
| Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales | 725 | 783 | 1,007 | 1,265 | 1,606 |
| Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Cannel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, Mt. Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh, Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville | 725 | 728 | 964 | 1,208 | 1,330 |
| Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth, Buxton, Hollis, Limington, Old Orchard Beach | 1,089 | 1,191 | 1,526 | 2,037 | 2,418 |
| Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Toosham, West Bath, Woolwich | 809 | 915 | 1,076 | 1,425 | 1,677 |

Appendix A

Effective: 10/01/19-09/30/20

| COUNTY | 1 | 2 | 3 | 4 | 5* |
|--|-------|-------|-------|-------|-------|
| York County HMFA: Acton, Alfred, Arundel, Biddeford, Comish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells | 899 | 961 | 1,190 | 1,525 | 1,692 |
| York/Kittery/S. Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York | 1,112 | 1,143 | 1,511 | 1,893 | 2,654 |

*Note: Add \$75 for each additional penon.

Non-Metropolitan Areas

Persons in Household

| COUNTY | 1 | 2 | 3 | 4 | 5* |
|---------------------------|-----|-----|-------|-------|-------|
| Aroostook County | 640 | 696 | 816 | 1,100 | 1,180 |
| Franklin County | 669 | 715 | 828 | 1,084 | 1,468 |
| Hancock County | 818 | 855 | 1,036 | 1,307 | 1,433 |
| Kennebec County | 752 | 777 | 969 | 1,273 | 1,360 |
| Knox County | 781 | 786 | 969 | 1,269 | 1,379 |
| Lincoln County | 849 | 869 | 1,038 | 1,326 | 1,541 |
| Oxford County | 748 | 752 | 920 | 1,299 | 1,511 |
| Piscataquis County | 645 | 700 | 865 | 1,144 | 1,373 |
| Somerset County | 699 | 733 | 942 | 1,228 | 1,316 |
| Waldo County | 801 | 855 | 979 | 1,316 | 1,676 |
| Washington County | 698 | 702 | 910 | 1,140 | 1,243 |

* Please Note: Add \$75 for each additional penon.

Appendix C

Effective: 10/01/19-09/30/20

2019-2020 GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should **ONLY consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or** no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum Appendix A. (See instruction 11, memo for further guidance.)

Non-Metro/Jolitan-FMR Areas

| Aroostook County | | Unheated | | Heated | |
|------------------|--|----------|---------|--------|---------|
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 113 | 487 | 137 | 587 |
| 1 | | 117 | 502 | 147 | 634 |
| 2 | | 133 | 572 | 173 | 743 |
| 3 | | 186 | 799 | 236 | 1,015 |
| 4 | | 192 | 826 | 251 | 1,079 |
| | | | | | |
| Franklin County | | Unheated | | Heated | |
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 120 | 516 | 143 | 616 |
| 1 | | 121 | 521 | 152 | 653 |
| 2 | | 141 | 606 | 176 | 755 |
| 3 | | 182 | 783 | 232 | 999 |
| 4 | | 266 | 1,145 | 318 | 1,367 |
| | | | | | |
| H... County | | Unheated | | Heated | |
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 155 | 667 | 178 | 764 |
| 1 | | 155 | 667 | 184 | 791 |
| 2 | | 184 | 792 | 223 | 958 |
| 3 | | 234 | 1,007 | 283 | 1,216 |
| 4 | | 248 | 1,067 | 308 | 1,324 |
| | | | | | |
| Kennebec County | | Unheated | | Heated | |
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 140 | 601 | 162 | 698 |
| 1 | | 140 | 601 | 166 | 713 |
| 2 | | 169 | 725 | 207 | 891 |
| 3 | | 226 | 973 | 275 | 1,182 |
| 4 | | 231 | 994 | 291 | 1,251 |

Appendix C

Effective: 10/01/19-09/30/20

Non-MetroJ2litian FMR Areas

| Knox County | | Unheated | | Heated | |
|--------------------|--|----------|---------|--------|---------|
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 147 | 630 | 169 | 727 |
| 1 | | 147 | 630 | 169 | 727 |
| 2 | | 169 | 725 | 207 | 891 |
| 3 | | 225 | 969 | 274 | 1,178 |
| 4 | | 235 | 1,013 | 295 | 1,270 |
| | | | | | |
| Lincoln County | | Unheated | | Heated | |
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 162 | 698 | 185 | 795 |
| 1 | | 162 | 698 | 187 | 805 |
| 2 | | 185 | 794 | 223 | 960 |
| 3 | | 238 | 1,026 | 287 | 1,235 |
| 4 | | 273 | 1,175 | 333 | 1,432 |
| | | | | | |
| Oxford County | | Unheated | | Heated | |
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 139 | 597 | 161 | 694 |
| 1 | | 139 | 597 | 161 | 694 |
| 2 | | 157 | 676 | 196 | 842 |
| 3 | | 232 | 999 | 281 | 1,208 |
| 4 | | 266 | 1,145 | 326 | 1,402 |
| | | | | | |
| Piscataquis County | | Unheated | | Heated | |
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 113 | 487 | 135 | 580 |
| 1 | | 119 | 512 | 146 | 627 |
| 2 | | 149 | 640 | 181 | 780 |
| 3 | | 203 | 871 | 244 | 1,048 |
| 4 | | 237 | 1,019 | 293 | 1,262 |
| | | | | | |
| Somerset County | | Unheated | | Heated | |
| Bedrooms | | Weekly | Monthly | Weekly | Monthly |
| 0 | | 127 | 548 | 150 | 645 |
| 1 | | 127 | 548 | 156 | 669 |
| 2 | | 162 | 698 | 201 | 864 |
| 3 | | 216 | 928 | 264 | 1,137 |
| 4 | | 221 | 950 | 281 | 1,207 |

Appendix C

Effective: 10/01/19-09/30/20

Non-Metro/Jolitan FMR Areas

| Walden, MN | Unheated | | Heated | |
|------------|----------|---------|--------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 151 | 650 | 174 | 747 |
| 1 | 154 | 663 | 184 | 791 |
| 2 | 171 | 735 | 210 | 901 |
| 3 | 236 | 1,016 | 285 | 1,225 |
| 4 | 305 | 1,310 | 364 | 1,567 |

| Winnetka, IL | Unheated | | Heated | |
|--------------|----------|---------|--------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 127 | 547 | 150 | 644 |
| 1 | 127 | 547 | 150 | 644 |
| 2 | 155 | 666 | 193 | 832 |
| 3 | 195 | 840 | 244 | 1,049 |
| 4 | 204 | 877 | 264 | 1,134 |

Metro/Jolitan FMR Areas

| Bancroft, MN | Unheated | | Heated | |
|--------------|----------|---------|--------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 141 | 608 | 164 | 705 |
| 1 | 156 | 670 | 186 | 798 |
| 2 | 198 | 852 | 237 | 1,018 |
| 3 | 249 | 1,073 | 298 | 1,282 |
| 4 | 362 | 1,558 | 422 | 1,815 |

| Cumberland, IL | Unheated | | Heated | |
|----------------|----------|---------|--------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 166 | 714 | 189 | 811 |
| 1 | 167 | 717 | 197 | 845 |
| 2 | 217 | 932 | 255 | 1,098 |
| 3 | 310 | 1,334 | 359 | 1,543 |
| 4 | 349 | 1,500 | 409 | 1,757 |

| Auburn, MS | Unheated | | Heated | |
|------------|----------|---------|--------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 133 | 574 | 156 | 671 |
| 1 | 137 | 591 | 167 | 719 |
| 2 | 177 | 763 | 216 | 929 |
| 3 | 224 | 965 | 273 | 1,174 |
| 4 | 288 | 1,240 | 348 | 1,497 |

Appendix C

Effective: 10/01/19-09/30/20

MetroJ?olitan FMR Areas

| | Unheated | | Heated | |
|------------------------------|----------|---------|--------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 133 | 574 | 156 | 671 |
| 1 | 133 | 574 | 156 | 671 |
| 2 | 167 | 720 | 206 | 886 |
| 3 | 211 | 908 | 260 | 1,117 |
| 4 | 224 | 964 | 284 | 1,221 |
| | | | | |
| RMFA | Unheated | | Heated | |
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 218 | 938 | 241 | 1,035 |
| 1 | 232 | 999 | 262 | 1,127 |
| 2 | 298 | 1,282 | 337 | 1,448 |
| 3 | 404 | 1,737 | 453 | 1,946 |
| 4 | 477 | 2,052 | 537 | 2,309 |
| | | | | |
| Cty. HMFA | Unheated | | Heated | |
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 153 | 658 | 176 | 755 |
| 1 | 168 | 723 | 198 | 851 |
| 2 | 193 | 832 | 232 | 998 |
| 3 | 262 | 1,125 | 310 | 1,334 |
| 4 | 305 | 1,311 | 365 | 1,568 |
| | | | | |
| YorkCty. RMFA | Unheated | | Heated | |
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 174 | 748 | 197 | 845 |
| 1 | 179 | 769 | 209 | 897 |
| 2 | 220 | 946 | 259 | 1,112 |
| 3 | 285 | 1,225 | 333 | 1,434 |
| 4 | 308 | 1,326 | 368 | 1,583 |
| | | | | |
| York/Kittenc/S. Berwick RMFA | Unheated | | Heated | |
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 223 | 961 | 246 | 1,058 |
| 1 | 223 | 961 | 251 | 1,079 |
| 2 | 295 | 1,267 | 333 | 1,433 |
| 3 | 370 | 1,593 | 419 | 1,802 |
| 4 | 532 | 2,288 | 592 | 2,545 |

2019-2020 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from October 1, 2019 to September 30, 2020.

APPENDIX A - OVERALL MAXIMUMS

| Count | <u>Persons in Household</u> | | | | | |
|--|-----------------------------|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| <p>NOTE: For each additional person add \$75 per month.</p> <p>(The applicable figures from Appendix A, <u>once adopted</u>, should be inserted here.)</p> | | | | | | |

APPENDIX B - FOOD MAXIMUMS

| <u>Number in Household</u> | <u>Weekly Maximum</u> | <u>Monthly Maximum</u> |
|---|-----------------------|------------------------|
| 1 | \$ 45.12 | \$ 194 |
| 2 | 82.56 | 355 |
| 3 | 118.37 | 509 |
| 4 | 150.23 | 646 |
| 5 | 178.60 | 768 |
| 6 | 214.19 | 921 |
| 7 | 236.74 | 1,018 |
| 8 | 270.70 | 1,164 |
| <p>NOTE: For each additional person add \$144 per month.</p> | | |

APPENDIX C - HOUSING MAXIMUMS

| Number of Bedrooms | Unheated | | Heated | |
|---|----------|---------|--------|---------|
| | Weekly | Monthly | Weekly | Monthly |
| 0 | | | | |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| <p>(The applicable figures from Appendix C, <u>once adopted</u>, should be inserted here.)</p> | | | | |

FOR MUNICIPAL USE ONLY

APPENDIX D—UTILITIES

ELECTRIC

NOTE: For an electrically-heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is *not automatically* entitled to the "maximums" established—applicants must demonstrate need.

1) **Electricity Maximums for Households *Without Electric Hot Water:*** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

| <u>Number in Household</u> | <u>Weekly</u> | <u>Monthly</u> |
|----------------------------|---------------|----------------|
| 1 | \$14.00 | \$60.00 |
| 2 | \$15.70 | \$67.50 |
| 3 | \$17.45 | \$75.00 |
| 4 | \$19.90 | \$86.00 |
| 5 | \$23.10 | \$99.00 |
| 6 | \$25.00 | \$107.00 |

NOTE: For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households *H11b. Electrically Heated Hot Water:*** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

| <u>Number in Household</u> | <u>Weekly</u> | <u>Monthly</u> |
|----------------------------|---------------|----------------|
| 1 | \$20.65 | \$89.00 |
| 2 | \$23.75 | \$102.00 |
| 3 | \$27.70 | \$119.00 |
| 4 | \$32.25 | \$139.00 |
| 5 | \$38.75 | \$167.00 |
| 6 | \$41.00 | \$176.00 |

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically-heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

APPENDIX E—HEATING FUEL

| <u>Month</u> | <u>Gallons</u> | <u>Month</u> | <u>Gallons</u> |
|--------------|----------------|--------------|----------------|
| September | 50 | January | 225 |
| October | 100 | February | 225 |
| November | 200 | March | 125 |
| December | 200 | April | 125 |
| | | May | 50 |

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

| <u>Number in Household</u> | <u>Weekly Amount</u> | <u>Monthly Amount</u> |
|-----------------------------------|-----------------------------|------------------------------|
| 1-2 | \$10.50 | \$45.00 |
| 3-4 | \$11.60 | \$50.00 |
| 5-6 | \$12.80 | \$55.00 |
| 7-8 | \$14.00 | \$60.00 |

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

| <u>Number of Children</u> | <u>Weekly Amount</u> | <u>Monthly Amount</u> |
|----------------------------------|-----------------------------|------------------------------|
| 1 | \$12.80 | \$55.00 |
| 2 | \$17.40 | \$75.00 |
| 3 | \$23.30 | \$100.00 |
| 4 | \$27.90 | \$120.00 |

FOR MUNICIPAL USE ONLY

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Appendix H

Effective: 10/01/19-9/30/20

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is \$1,475. Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- ▲ the wholesale cost of a cement liner if the cemetery by-laws require one;
- ▲ the opening and closing of the grave site; and
- ▲ a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- ▲ removal of the body from a local residence or institution
- ▲ a secured death certificate or obituary
- ▲ embalming
- ▲ a minimum casket
- ▲ a reasonable cost for necessary transportation
- ▲ other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be \$1,025. Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- ▲ a cremation lot in the least expensive section of the cemetery
- ▲ a reasonable cost for a burial urn not to exceed \$55
- ▲ transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

Appendix BEffective: ~~10/01/19 to 09/30/20~~**~~2019-2020 Food Maximums~~**

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2019, those amounts are:

| Number in Household | Weekly Maximum | Monthly Maximum |
|--------------------------------|---------------------------|----------------------------|
| 1 | \$ 45.12 | \$ 194 |
| 2 | 82.56 | 355 |
| 3 | 118.37 | 509 |
| 4 | 150.23 | 646 |
| 5 | 178.60 | 768 |
| 6 | 214.19 | 921 |
| 7 | 236.74 | 1,018 |
| 8 | 270.70 | 1,164 |

Note: For each additional person add \$146 per month.

2020-2021 GA Overall Maximums

Metropolitan Areas

| COUNTY | Persons in Household | | | | |
|---|----------------------|-------|-------|-------|-------|
| | 1 | 2 | 3 | 4 | 5* |
| Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie | 775 | 879 | 1,116 | 1,397 | 1,956 |
| Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago | 883 | 926 | 1,197 | 1,649 | 1,882 |
| Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales | 741 | 798 | 1,025 | 1,287 | 1,633 |
| Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville | 741 | 742 | 981 | 1,229 | 1,341 |
| Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach | 1,179 | 1,284 | 1,668 | 2,180 | 2,654 |
| Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich | 821 | 933 | 1,095 | 1,449 | 1,691 |

Appendix A

Effective: 10/01/20-09/30/21

| COUNTY | 1 | 2 | 3 | 4 | 5* |
|---|-------|-------|-------|-------|-------|
| York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells | 918 | 980 | 1,212 | 1,539 | 1,720 |
| York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York | 1,136 | 1,165 | 1,539 | 1,926 | 2,699 |

*Note: Add \$75 for each additional person.

Non-Metropolitan Areas**Persons in Household**

| COUNTY | 1 | 2 | 3 | 4 | 5* |
|---------------------------|-----|-----|-------|-------|-------|
| Aroostook County | 649 | 710 | 831 | 1,119 | 1,200 |
| Franklin County | 683 | 729 | 837 | 1,102 | 1,480 |
| Hancock County | 836 | 871 | 1,047 | 1,319 | 1,445 |
| Kennebec County | 769 | 786 | 979 | 1,284 | 1,371 |
| Knox County | 792 | 795 | 979 | 1,291 | 1,390 |
| Lincoln County | 868 | 886 | 1,057 | 1,349 | 1,554 |
| Oxford County | 764 | 767 | 936 | 1,322 | 1,537 |
| Piscataquis County | 659 | 708 | 874 | 1,158 | 1,396 |
| Somerset County | 709 | 744 | 959 | 1,249 | 1,338 |
| Waldo County | 818 | 871 | 997 | 1,339 | 1,705 |
| Washington County | 710 | 713 | 926 | 1,160 | 1,254 |

* Please Note: Add \$75 for each additional person.

Appendix B

Effective: 10/01/20 to 09/30/21

2020-2021 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2020, those amounts are:

| Number in Household | Weekly Maximum | Monthly Maximum |
|----------------------------|-----------------------|------------------------|
| 1 | \$ 47.44 | \$ 204 |
| 2 | 86.98 | 374 |
| 3 | 124.42 | 535 |
| 4 | 158.14 | 680 |
| 5 | 187.67 | 807 |
| 6 | 225.35 | 969 |
| 7 | 249.07 | 1,071 |
| 8 | 284.65 | 1,224 |

Note: For each additional person add \$153 per month.

2020-2021 GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should **ONLY consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or**, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See *Instruction Memo* for further guidance.)

Non-Metropolitan EMR Areas

| Aragostook County | | | | |
|--------------------------|-----------------|----------------|---------------|----------------|
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 117 | 504 | 141 | 606 |
| 1 | 123 | 528 | 154 | 663 |
| 2 | 139 | 599 | 180 | 776 |
| 3 | 195 | 840 | 246 | 1,057 |
| 4 | 200 | 859 | 262 | 1,126 |
| | | | | |
| Franklin County | | | | |
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 125 | 538 | 149 | 640 |
| 1 | 127 | 547 | 159 | 682 |
| 2 | 141 | 605 | 182 | 782 |
| 3 | 191 | 823 | 242 | 1,040 |
| 4 | 265 | 1,139 | 327 | 1,406 |
| | | | | |
| Hancock County | | | | |
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 159 | 682 | 182 | 783 |
| 1 | 159 | 682 | 188 | 809 |
| 2 | 186 | 801 | 227 | 975 |
| 3 | 238 | 1,022 | 287 | 1,235 |
| 4 | 251 | 1,079 | 312 | 1,342 |
| | | | | |
| Kennebec County | | | | |
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 143 | 615 | 167 | 716 |
| 1 | 143 | 615 | 168 | 724 |
| 2 | 170 | 733 | 211 | 907 |
| 3 | 230 | 987 | 279 | 1,200 |
| 4 | 234 | 1,005 | 295 | 1,268 |

Appendix C

Effective: 10/01/20-09/30/21

Non-Metropolitan FMR Areas

| Knox County | Unheated | | Heated | |
|---------------------------|-----------------|---------|---------------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 148 | 638 | 172 | 739 |
| 1 | 148 | 638 | 172 | 739 |
| 2 | 170 | 733 | 211 | 907 |
| 3 | 231 | 994 | 281 | 1,207 |
| 4 | 238 | 1,024 | 299 | 1,287 |
| | | | | |
| Lincoln County | Unheated | | Heated | |
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 166 | 714 | 190 | 815 |
| 1 | 166 | 714 | 192 | 824 |
| 2 | 189 | 811 | 229 | 985 |
| 3 | 245 | 1,052 | 294 | 1,265 |
| 4 | 276 | 1,188 | 337 | 1,451 |
| | | | | |
| Oxford County | Unheated | | Heated | |
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 142 | 610 | 165 | 711 |
| 1 | 142 | 610 | 165 | 711 |
| 2 | 160 | 690 | 201 | 864 |
| 3 | 238 | 1,025 | 288 | 1,238 |
| 4 | 272 | 1,171 | 333 | 1,434 |
| | | | | |
| Piscataquis County | Unheated | | Heated | |
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 116 | 501 | 142 | 609 |
| 1 | 119 | 512 | 152 | 652 |
| 2 | 146 | 627 | 189 | 811 |
| 3 | 200 | 862 | 253 | 1,086 |
| 4 | 241 | 1,037 | 305 | 1,312 |
| | | | | |
| Somerset County | Unheated | | Heated | |
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 129 | 555 | 153 | 656 |
| 1 | 129 | 555 | 159 | 682 |
| 2 | 166 | 713 | 206 | 887 |
| 3 | 221 | 952 | 271 | 1,165 |
| 4 | 226 | 972 | 287 | 1,235 |

Appendix C

Effective: 10/01/20-09/30/21

Non-Metropolitan FMR Areas

| Waldo County | Unheated | | Heated | |
|---------------------|-----------------|---------|---------------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 154 | 664 | 178 | 765 |
| 1 | 157 | 676 | 188 | 809 |
| 2 | 175 | 751 | 215 | 925 |
| 3 | 242 | 1,042 | 292 | 1,255 |
| 4 | 311 | 1,339 | 373 | 1,602 |

| Washington County | Unheated | | Heated | |
|--------------------------|-----------------|---------|---------------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 129 | 556 | 153 | 657 |
| 1 | 129 | 556 | 153 | 657 |
| 2 | 158 | 680 | 199 | 854 |
| 3 | 201 | 863 | 250 | 1,076 |
| 4 | 206 | 888 | 268 | 1,151 |

Metropolitan FMR Areas

| Bangor HMEA | Unheated | | Heated | |
|--------------------|-----------------|---------|---------------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 144 | 621 | 168 | 722 |
| 1 | 159 | 684 | 190 | 817 |
| 2 | 202 | 870 | 243 | 1,044 |
| 3 | 256 | 1,100 | 305 | 1,313 |
| 4 | 370 | 1,590 | 431 | 1,853 |

| Cumberland Cty. HMEA | Unheated | | Heated | |
|-----------------------------|-----------------|---------|---------------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 170 | 729 | 193 | 830 |
| 1 | 170 | 731 | 201 | 864 |
| 2 | 221 | 951 | 262 | 1,125 |
| 3 | 314 | 1,352 | 364 | 1,565 |
| 4 | 353 | 1,516 | 414 | 1,779 |

| Lewiston/Auburn MSA | Unheated | | Heated | |
|----------------------------|-----------------|---------|---------------|---------|
| Bedrooms | Weekly | Monthly | Weekly | Monthly |
| 0 | 137 | 587 | 160 | 688 |
| 1 | 140 | 603 | 171 | 736 |
| 2 | 181 | 779 | 222 | 953 |
| 3 | 230 | 990 | 280 | 1,203 |
| 4 | 295 | 1,267 | 356 | 1,530 |

Appendix C

Effective: 10/01/20-09/30/21

Metropolitan EMR Areas

| Penobscot Cty. HMEFA | | | | |
|--------------------------------------|----------|---------|--------|---------|
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 137 | 587 | 160 | 688 |
| 1 | 137 | 587 | 160 | 688 |
| 2 | 171 | 735 | 211 | 909 |
| 3 | 217 | 932 | 266 | 1,145 |
| 4 | 227 | 975 | 288 | 1,238 |
| | | | | |
| Portland HMEFA | | | | |
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 238 | 1,025 | 262 | 1,126 |
| 1 | 253 | 1,089 | 284 | 1,222 |
| 2 | 331 | 1,422 | 371 | 1,596 |
| 3 | 438 | 1,883 | 487 | 2,096 |
| 4 | 532 | 2,288 | 593 | 2,551 |
| | | | | |
| Sagadahoc Cty. HMEFA | | | | |
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 155 | 667 | 179 | 768 |
| 1 | 172 | 738 | 203 | 871 |
| 2 | 197 | 849 | 238 | 1,023 |
| 3 | 268 | 1,152 | 317 | 1,365 |
| 4 | 308 | 1,325 | 369 | 1,588 |
| | | | | |
| York Cty. HMEFA | | | | |
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 178 | 764 | 201 | 865 |
| 1 | 183 | 785 | 213 | 918 |
| 2 | 225 | 966 | 265 | 1,140 |
| 3 | 289 | 1,242 | 338 | 1,455 |
| 4 | 315 | 1,354 | 376 | 1,617 |
| | | | | |
| York/Kittery/S. Berwick HMEFA | | | | |
| Bedrooms | Unheated | | Heated | |
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 228 | 982 | 252 | 1,083 |
| 1 | 228 | 982 | 257 | 1,103 |
| 2 | 301 | 1,293 | 341 | 1,467 |
| 3 | 379 | 1,629 | 428 | 1,842 |
| 4 | 543 | 2,333 | 604 | 2,596 |

2020-2021 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2020 to September 30, 2021.**

APPENDIX A - OVERALL MAXIMUMS

| County | Persons in Household | | | | | |
|-------------|----------------------|-----|-------|-------|-------|-------|
| Bangor HMFA | 1 | 2 | 3 | 4 | 5 | 6 |
| | 775 | 879 | 1,116 | 1,397 | 1,956 | 2,031 |

NOTE: For each additional person add \$75 per month.

(The applicable figures from Appendix A, *once adopted*, should be inserted here.)

APPENDIX B - FOOD MAXIMUMS

| Number in Household | Weekly Maximum | Monthly Maximum |
|---------------------|----------------|-----------------|
| 1 | \$ 47.44 | \$ 204 |
| 2 | 86.98 | 374 |
| 3 | 124.42 | 535 |
| 4 | 158.14 | 680 |
| 5 | 187.67 | 807 |
| 6 | 225.35 | 969 |
| 7 | 249.07 | 1,071 |
| 8 | 284.65 | 1,224 |

NOTE: For each additional person add \$153 per month.

APPENDIX C - HOUSING MAXIMUMS

| Number of Bedrooms | Unheated | | Heated | |
|--------------------|----------|---------|--------|---------|
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 144 | 621 | 168 | 722 |
| 1 | 159 | 684 | 190 | 817 |
| 2 | 202 | 870 | 243 | 1,044 |
| 3 | 256 | 1,100 | 305 | 1,313 |
| 4 | 370 | 1,590 | 431 | 1,853 |

(The applicable figures from Appendix C, *once adopted*, should be inserted here.)

FOR MUNICIPAL USE ONLY

APPENDIX D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is *not automatically* entitled to the "maximums" established—applicants must demonstrate need.

1) **Electricity Maximums for Households *Without Electric Hot Water*:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

| Number in Household | Weekly | Monthly |
|----------------------------|---------------|----------------|
| 1 | \$14.00 | \$60.00 |
| 2 | \$15.70 | \$67.50 |
| 3 | \$17.45 | \$75.00 |
| 4 | \$19.90 | \$86.00 |
| 5 | \$23.10 | \$99.00 |
| 6 | \$25.00 | \$107.00 |

NOTE: For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households *With Electrically Heated Hot Water*:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

| Number in Household | Weekly | Monthly |
|----------------------------|---------------|----------------|
| 1 | \$20.65 | \$89.00 |
| 2 | \$23.75 | \$102.00 |
| 3 | \$27.70 | \$119.00 |
| 4 | \$32.25 | \$139.00 |
| 5 | \$38.75 | \$167.00 |
| 6 | \$41.00 | \$176.00 |

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

APPENDIX E - HEATING FUEL

| Month | Gallons | Month | Gallons |
|--------------|----------------|--------------|----------------|
| September | 50 | January | 225 |
| October | 100 | February | 225 |
| November | 200 | March | 125 |
| December | 200 | April | 125 |
| | | May | 50 |

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

| Number in Household | Weekly Amount | Monthly Amount |
|----------------------------|----------------------|-----------------------|
| 1-2 | \$10.50 | \$45.00 |
| 3-4 | \$11.60 | \$50.00 |
| 5-6 | \$12.80 | \$55.00 |
| 7-8 | \$14.00 | \$60.00 |

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

| Number of Children | Weekly Amount | Monthly Amount |
|---------------------------|----------------------|-----------------------|
| 1 | \$12.80 | \$55.00 |
| 2 | \$17.40 | \$75.00 |
| 3 | \$23.30 | \$100.00 |
| 4 | \$27.90 | \$120.00 |

FOR MUNICIPAL USE ONLY

Appendix H

Effective: 10/01/20-9/30/21

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is **\$1,475**. The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be **\$1,025**.

The municipality's obligation to provide funds for cremation purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable cremation expenses are limited to:

- removal and transportation of the body from a local residence or institution
- professional fees
- crematorium fees

Appendix H

Effective: 10/01/20-9/30/21

- a secured death certificate or obituary
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$55
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

GENERAL ASSISTANCE ORDINANCE

APPENDICES A-H

2020-2021

The Municipality of _____ adopts the MMA Model Ordinance GA Appendices (A-H) for the period of Oct. 1, 2020—September 30, 2021. These appendices are filed with the Department of Health and Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ (day) of _____ (month) _____ (year)
by the municipal officers:

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)

(Print Name)

(Signature)